UNIV 320: ADVANCED ADVISING PRACTICUM

Spring Semester 2013: Syllabus and Course Outline

Instructor: Stephanie Cloots
Office: Office of Academic Advising – Suite 132 Ley Student Center
Phone: 713-348-5033
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Meetings: Tuesday, January 15, 12:15-1 pm, Martel Commons
Tuesday, February 12, 12:15-1 pm, Lovett Commons
Tuesday, March 12, 12:15-1 pm, Duncan Commons
Tuesday, April 9, 12:15-1 pm, Baker Commons

Course Readings: Readings or materials will be provided by instructor.

Course Description: Designed for current members of the Office of Academic Advising Peer Academic Advising (PAA) program. This course will focus on individual or group action plans designed and guided by PAAs in conjunction with the Director of Academic Advising. Students will design and carry out plans that enhance the role, effectiveness, and or, educational breadth and depth of academic advising at the individual, college, group, or university level.

Course Objectives:

1. Provide students a conceptual understanding of current issues in academic advising.
2. Provide training to become active and responsible leaders of academic advising in residential colleges, the greater university community, and/or specific constituencies.
3. Encourage and prepare students to effectively implement impactful, practical plans related to academic advising.
4. Broaden and strengthen multiple aspects of academic advising and other academic-related issues campus wide.

Course Grading Policy:

Meeting Attendance and Participation	15%
Action Plan (Written)	15%: Due by Friday, January 18th
Action Plan (Implementation)	30%
Reflection Paper	40%: Due by Friday, April 12th
Total	100%

Course Schedule:

Due to the individual nature of the practicum, all meetings, assignment dates and parameters as well as comprehensive event schedule requirements will be outlined and agreed upon by the instructor and student. Collaboration with staff members of the Office of Academic Advising and/or external groups or individuals might be necessary.

Additional Regulations for Coursework:

- No extension of time or opportunities to improve a grade will be given to any individual student, except for verified illness or justified institutional absence from campus.
- To prevent allegations of plagiarism, all direct or indirect quotations from other sources should be properly acknowledged in all assignments.
- All assignments will be covered by the Rice University Honor Code.

Any student with a documented disability needing academic adjustments or accommodations is requested to speak with me during the first two weeks of class. All discussions will remain confidential. Students with disabilities should also contact Disabled Student Services in the Ley Student Center.